

AUTHORIZING SIGNATURES

AUTHORIZED AT A MEETING OF _____ GOVERNING BOARD ON _____
DISTRICT DATE

I. **BUDGET REVISIONS** - - - Number of signatures required _____

In accord with the provisions of Education Code 42600, authorization for budget transfers are made by written resolution the governing board and shall be processed when signed as indicated below.

_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title

II. **INTERFUND TRANSFERS** - - - Number of signatures required _____

In accord with Education Code 42603, authorization for the transfer of monies between funds are to be made by written resolution of the governing board, and shall be processed when signed as indicated below.

_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title

III. **PAYMENT OF EXPENDITURES** - - - Number of signatures required _____

In accord with Education Code 42632, all orders drawn on the funds of the district shall be signed by the majority of the governing board or by the person or persons authorized to sign orders in its name. The following signatures are authorized agents for the signing of payroll and vendor warrant transmittal documents.

_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title
_____ Authorized Signature	_____ Print Name and Title

SIGNATURES ARE TO BE FILED AS NEEDED WITH THE TEHAMA COUNTY DEPARTMENT OF EDUCATION. PLEASE FORWARD ANY CHANGES DURING THE SCHOOL YEAR.